



**TOWN OF LUNENBURG  
BOARD OF ASSESSORS  
P.O. BOX 135  
LUNENBURG, MA. 01462**

Minutes from the Board of Assessors meeting held: August 2, 2011.  
The meeting opened at 6:00 pm.

Present: Associate Assessor, David Manzullo, Chairman, Christopher Comeau, Board Member, Matthew J. Papini, Sr., and Louise Paquette, Administrative Assistant. Louis Franco was unable to attend meeting.

Board reviewed and approved current expense vouchers, abatements, warrants, payroll & minutes.

Chairman appointment: Chris Comeau officially accepted the nomination which was voted on by the members at the June meeting.

Louise reported that 50 Supplemental RE Bills for FY 11 for properties owned by Emerald Place Development CO, LLC and Great Bridge Lunenburg, Inc were committed on 7/29/2011 totaling \$88,443.63.

Town Hall renovations continue. Renovations to the office will not begin until after the "new" bathrooms are in place.

IT Director, Nancy Strom, informed the office that we will be receiving new computers sometime soon. David stated that no upgrade should occur at this time due to this being a "reval" year with the State. He strongly urged that this should wait until after the FY12 actual billing; the Board agreed.

David spoke regarding revaluations. He explained the Statistic report and gave a demonstration updating the tables with the new costs. He stated that DOR guidelines require 20 sales in a given year, or the report must include an additional year sales. The report showed the sales ratio to be 93.4 %, which meets State guidelines. The Board inquired about the frequency of property inspections. David stated that every property is visited at least every 9 years.

At 6:30 pm, Mr. Blatt of 438 Lancaster Avenue met with the Assessors to question the proposed increase to his property value. David explained that the property grade had been changed from good to very good to better reflect the quality of his home. He stated the grade is a big driver; with each change in grade potentially increasing building values by 15%. He explained that the State sets standards which dictate how property grades are established. The overall grade ranges from poor, fair, average, good, very good, excellent and superior. Materials, construction (complexity of design) and overall condition of the property affect the grade. Mr. Blatt responded that the property has not changed. David stated that the property record was inaccurate not reflecting the true value of the property. After a lengthy discussion, the Board offered several recommendations:

1. Property owner needs to set up an appointment to have the Assessors re-inspect the property (last inspection was in 2007).
2. Property owner needs to check the square footage and compare it to the square footage listed on the property record card.
3. Property owner should have a market analysis / appraisal of the home.

Mr. Blatt requested that he receive a copy of the State standards that determine the overall grade of properties. David will provide this to him.

In conclusion, Chris stated once again, that an inspection of the property will be needed before any changes can be made to the overall grade / values. He reiterated that an inspection will show "us" first-hand the quality, size, condition, materials, and grade of the property. Mr. Blatt was told to contact us when he wishes to set up an appointment.

Discussion for the next meeting: The Board decided that the next meeting be held on Sept. 13<sup>th</sup> at 6pm instead of the 6<sup>th</sup>. (Due to the holiday) Louise will post meeting and send out reminder / an agenda to the Board.

Meeting adjourned at 7:40 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Louise Paquette".

Louise Paquette  
Administrative Assistant  
To The Board of Assessors